



Attach Your Check Here  
or provide credit card information:

CHECK ENCLOSED - PAYABLE TO UNIVERSITY OF THE PACIFIC

VISA OR MASTERCARD NUMBER

EXPIRATION DATE: "Required to Process"  month —  year Charge \$ \_\_\_\_\_ to my credit card.

Signature \_\_\_\_\_ RECEIVED BY EMAIL  
(\$25 Fee for returned/declined credit cards.)

Post-baccalaureate semester units of credit from University of the Pacific, Center for Professional & Continuing Education. Professional Development Courses are for graduate participants who are NOT pursuing an advanced degree at UOP. Acceptable where local districts approve and applicable to state licensing where authorized. Tuition fees are nonrefundable. UOP is fully accredited by WASC.

## REGISTRATION FORM

Highest Degree earned \_\_\_\_\_ From \_\_\_\_\_

Previously enrolled in Professional Development from UOP? YES  NO

PLEASE TYPE, OR PRINT NEATLY  
WITH A DARK BLACK OR BLUE PEN



FOR ADMINISTRATION USE ONLY

Enrollment Date Completion Date

District: \_\_\_\_\_ (NO Abbreviations)

COURSE NUMBER:

COURSE TITLE:

S.S.# \_\_\_\_\_ HM: \_\_\_\_\_ BIRTH DATE     
WK: \_\_\_\_\_

NAME \_\_\_\_\_ M.I. \_\_\_\_\_  
LAST FIRST

AREA CODE & PHONE NUMBER \_\_\_\_\_  
ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

Home E-mail Address \_\_\_\_\_

Please enroll me in:

Number of Semester Units of Credit.....

Fee Per Unit..... \$

Tuition Submitted.... \$

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Cost per semester unit **\$93**

CUT HERE

### Instructions for Submitting Registration and Coursework for P EDU 9227: Establishing An Online Collaborative Classroom I

#### Completing Registration Form

- Once you have entered information into a field, you must use your tab key to move to the next entry box.

#### To Email Registration Form:

Our Email Site is Secure



- Download the blank PDF Registration Form shown above to your desktop.

- Reopen the saved registration form on your desktop.

Type in all requested information.

Save as a final PDF to be sent.

- Make sure your log and brief explanations of each item in your log are saved to your Desktop in a word document.

- Email the two attachments to us:

- 1) The completed Registration Form
- 2) Your log documentation

**Email to:** [courses4teachers@courses4teachers.net](mailto:courses4teachers@courses4teachers.net)

- Upon receiving your email and completed Registration Form and log of hours, you will receive a "Thank you and confirmation" email

- If you do not receive your confirmation email within 48 hours, please notify us.

- You will receive your grade in 7-10 business days.

#### To Print and Mail Your Registration Form:

- Complete the form and select the Print button.
- From your "Print Size" options, please select "Actual Size" and then print. (**Do not** select "Fit to Page" as the entries will not line up in the form).
- Mail printed Registration, log documentation, and payment to:

Courses4Teachers, University of Pacific  
Attn: Karin Alexander  
696 San Ramon Valley Blvd. #518  
Danville, CA 94526

- Note: If paying by check, make checks payable to University of Pacific.

- You will receive a "Thank you and Confirmation" email after we receive your mailed information; you will receive your grade in 7-10 business days.